

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



January 15, 1982

ALL-COUNTY INFORMATION NOTICE I- 06-82

TO: ALL COUNTY WELFARE DIRECTORS

SUBJECT: WIN AFDC APPLICANTS TO BE CHANGED TO NON-WIN

REFERENCE:

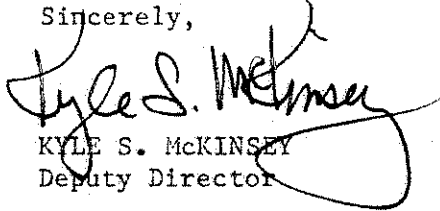
This is to advise counties that by February each EDD field office will receive a computer list of WIN registrants that EDD shows as having been in AFDC applicant status for at least one year as of September 30, 1981. The list sent to each field office is entitled, "WIN AFDC Applicants Changed to Non-WIN" (Form MA 293). It is to be used by the field office to identify persons to be purged from the file of active WIN registrants. The list is alphabetized and includes the surname and Social Security Number, but not the case number, of persons registered for WIN in that office only. The statewide total of such persons will be about 7,000.

Before the field offices purge their files, copies of the MA 293 lists are to be forwarded by each office in the county to the county welfare department. The county should wait until after they receive their list(s) before contacting EDD field office(s). They should review the list(s) and advise each field office not to deregister any active AFDC recipients found on the MA 293s. Erroneously deregistering active recipients could increase county AFDC quality control error rates and, ultimately, result in the imposition of federal fiscal sanctions. For purposes of determining state fiscal sanctions, these errors would not be counted.

Before a field office would remove a person from their active file of WIN registrants, they would normally notify the county using the form CA 331/333. In order to expedite processing, EDD will be advising their field offices that it is acceptable for them to seek permission from the county welfare department to notify the county of deregistrations on a mass basis instead of using a CA 331/333 for each deregistration. Thus, if the county agrees, field offices may provide the county the MA 293 list, with case numbers added by EDD, and wait for a county response within a mutually acceptable time before removing persons on the list from active WIN files.

If you have any questions concerning the MA 293 lists or the procedures suggested for validating them, you may contact your AFDC program management consultant at (916) 445-4458.

Sincerely,

A handwritten signature in dark ink, appearing to read "Kyle S. McKinsey", is written over the typed name and title. The signature is fluid and cursive, with a large loop at the end.

KYLE S. McKINSEY
Deputy Director

cc: CWDA